

**Meeting Minutes of  
The Board of Trustees  
Town of Gilcrest, Colorado  
304 8<sup>th</sup> Street – Town Hall  
January 16, 2018  
Regular Meeting 7:00 P.M.**

**1. CALLED TO ORDER: 7:00 P.M.**

- A. Pledge of Allegiance
- B. Roll Call: Mayor Nelson, Trustees; Tapia, Castro, Meisner, Nothem
- C. Town Staff Present: Trudy Peterson, Town Administrator, Town Clerk/Treasurer Odenbaugh, Robert Meisner, Public Works Foreman

**2. APPROVAL OF THE REGULAR AGENDA:**

*Motion Castro, Motion to approve the agenda as is”, 2<sup>nd</sup> Tapia. All voted Aye. Motion carried (4-0).*

**3. PUBLIC INVITED TO BE HEARD ON MATTERS NOT ON THE AGENDA:**

*(Speakers limited to three (3) minutes).*

None

**4. CONSENT AGENDA:**

- a. Approval of Minutes of January 9, 2018 Meeting
- b. Approval of Bills

*Motion Meisner, Motion to approve the Consent Agenda, 2<sup>nd</sup> Nothem. Roll Call Vote Trustee; Castro-Yes, Meisner-Yes, Nothem-Yes, Tapia-Yes. Motion carried (4-0).*

**5. OLD BUSINESS:**

**Potential Graffiti Ordinance**

Brief Discussion

## **Agreement for Professional Services - JVA**

Discussion

*Motion Castro, Motion not to enter into an agreement at this time. 2<sup>nd</sup> Tapia, All voted Aye. Motion carried (4-0).*

## **6. NEW BUSINESS:**

### **CML Conference**

Brief Discussion

### **Potential for Art Installations on Dugout Walls**

Brief Discussion

### **Engagement Letter – 2017 Audit – Anton Collins Mitchell, LLP**

Discussion

*Motion Castro, Motion to approve the engagement letter with ACM, LLC for the 2017 audit, 2<sup>nd</sup> Nothem, Roll Call Vote Trustee; Castro-Yes, Nothem-Yes, Tapia-Yes, Meisner-Yes. Motion carried (4-0).*

### **Weld County Juvenile Assessment Center Service Agreement**

Discussion

*Motion Meisner, Motion to approve the service agreement with Weld County Juvenile Assessment Center, 2<sup>nd</sup> Tapia, All voted Aye. Motion carried (4-0).*

### **Right-of-Way Fence Change Agreement - CDOT**

Discussion

*Motion Nothem, Motion to approve agreement with CDOT to remove the fence, 2<sup>nd</sup> Tapia, All voted Aye. Motion carried (4-0).*

### **Temporary Use Permit Application for the Transfer of One Unit of CBT Water to the Town**

Discussion

**Motion Castro, Motion to authorize the Administrator and the Mayor to execute the documents required by NCWCD to accept the transfer of one unit of CBT water, 2<sup>nd</sup> Nothem, All voted Aye. Motion carried (4-0).**

### **Purchase of an Additional Refrigerator for Public Works Use**

Discussion

**Motion Meisner, Motion to approve purchase of an additional refrigerator for public works. 2<sup>nd</sup> Tapia, Roll Call Vote Trustee; Tapia-Yes, Castro-Yes, Meisner-Yes, Nothem-Yes. Motion carried (4-0).**

### **Approval for Public Works Purchases**

- i. Traffic Signs/Barriers
- ii. Cycle Mower
- iii. Road Base
- iv. Dust Control
- v. Street Sweeping
- vi. Tree Replacement – Parks

Discussion

**Motion Castro, Motion to approve the above items not to exceed \$44,500.00. 2<sup>nd</sup> Tapia, Roll Call Vote Trustee; Nothem-Yes, Tapia-Yes, Meisner-Yes, Castro-Yes. Motion carried (4-0).**

## **7. REPORTS:**

### **Public Works**

None

### **Town Administrator**

Written Report

Town Administrator Peterson reported that Robert Meisner, Public Works Foreman is working with Mike at RG Engineering about the sinking manhole.

Town Administrator Peterson reported briefly on the wastewater treatment plant.

### **Board of Trustees**

Trustee Meisner asked how many hours we have in the contract with the Town of Platteville for the police department. Town Administrator Peterson stated 40 hours a week dedicated.

Trustee Castro asked how the Code Enforcement was doing. Town Administrator Peterson stated that he is making some progress.

Trustee Meisner asked Town Administrator Peterson if she spoke with Code Enforcement about snow removal. Town Administrator Peterson stated she had not but will speak with him this week.

8. **EXECUTIVE SESSION:**

None

9. **ADJOURNMENT:**

***Motion*** Castro, ***Motion to adjourn, 2<sup>nd</sup> Tapia. All voted Aye. Motion carried (4-0).***

*Mayor Nelson adjourned the meeting at 7:41 P.M.*

TOWN OF GILCREST



  
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Jeff Nelson, Mayor

ATTEST:

  
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Gail Odenbaugh, Town Clerk